

PROJECT DESCRIPTION, PROJECT MANAGER AND PROJECT TEAM, PROJECT FUNDING AND MATCH FUNDING, AND ROYALTY PAYMENT EXEMPTION

This RFP Attachment 6 template contains the framework and instructions to complete the Project Description, Project Manager and Project Team, and Project Funding and Match Funding sections of the proposal. *This Attachment shall be completed for each individual research project.*

All instructions or explanations in <italics> should be deleted as this template is filled out for a specific ~~proposal~~project.

Project Description

<Please describe the project you are proposing, using the headings and following the format below. The information here must be consistent with the information in the Scope of Work section of the proposal.>

Introduction

<Provide a brief introduction to the proposed project.>

Target Areas

<Identify the Target Area(s) that the proposed project addresses.>

Project Connections to the Market and the Industry Partners

<Describe how the RD&D results of the proposed project will connect to the market, by which means, and over what timeframe the product, knowledge or service will get into the market. Include assessments of market drivers and information from specific market research as evidence that the results of the proposed project will be readily accepted into the marketplace.>

<Discuss how specific team members and market action included in the proposal will initiate transfer of the project results into the marketplace.>

<Explain why you have chosen a particular material, component, configuration, operating mode and conditions, control strategy, system etc., or to solve a deficiency in existing technology. Reasons could include:

- Cost effectiveness
- Previous experience of the project team
- Existing intellectual property
- Compatibility with existing industry practice
- Ease of manufacturing

Discuss the scientific and engineering principles behind your proposed approach. Reference reports and include data and analysis that support the selection of your technical approach.>

Project Scope of Work

<Discuss the Project's scope of work, drawing from and referring to the scope of work details in response to RFP Attachment 7. Together, the narrative and scope of work attachment should:

- Clearly lay out the plan to achieve goals and objectives of the proposed Project, displaying the sequence of tasks, and allocations of time, labor, equipment and facilities per task, milestones, sub-tasks (if any) and required resources, the project network with task-level dependencies,

scheduled task component start and finish dates, durations, task lead assignments, the task-level critical path or path, and a deliberate means to identify, assess and deal with task-level risks.

- *Identify intermediate deliverables, task level deliverables, and final products and the timing of their delivery, linked to specific market connections*
- *Identify the PAC's (if applicable) involvement with the research work*
- *Include monitoring and evaluation tasks to evaluate the success of the project or system and business models as applied in any laboratory testing or proposed demonstration project*
- *Explain how the products will be useable by manufacturers, energy services providers and other users and their related training and outreach programs.>*

Impacts and Benefits for California

<Discuss how the proposed project will provide benefits to California's natural gas ratepayers. Include explanations of how the proposed project will impact specific markets in California.>

Baseline Conditions

<Describe the current state of the technologies that will be developed. Within the technological baseline discussion, explain the status of the proposed technology in general so as to put it within the context of any larger development effort. The discussion could include factors such as developers and manufacturers, development status (whether laboratory scale, alpha testing, beta testing, commercially available), performance characteristics (efficiency, lifetime, emissions and other environmental characteristics including footprint and land requirement), manufacturing cost and selling price, and operation and maintenance costs.>

<The scientific and technological baseline described here must facilitate the evaluation of the proposed RD&D effort. That is, there must be continuity between the current status of the subject technology and the proposed effort.>

<Discuss the current state of the markets that will benefit from the proposed project.>

Project Need – Advancement of Science and Technology

<Starting from the current state of the technologies that will be developed, explain how the work planned extends or complements the current knowledge. Emphasize past or ongoing related work being done by the project team.>

<Identify entities engaged in development of the subject technology. If no one else is performing any related development work, state that explicitly. Identify whether or not the proposed project duplicates or overlaps with other ongoing RD&D.>

<Emphasize past advances that you have made in areas relevant to the proposed work. Describe your relevant work, accomplishments, failures, ongoing work, RD&D projects, funding levels and funding sources. Be quantitative and rigorous in the discussion. List research papers, conference papers and presentations with full references, and summarize significant accomplishments that have been reported.>

<Explain why the competitive or regulated markets will not adequately address the proposed RD&D. Discuss why PIER funding is necessary to advance the proposed science and/or technology.>

Market Impacts

<Quantitatively describe the proposed project's anticipated RD&D results. Include both the expected technological improvements, and anticipated changes in the markets. Any estimates of market penetration rates and levels must be substantiated.>

Project Manager and Project Team

Project Manager

<Name the Project Manager who will be the Contractor's person who is primarily responsible for coordinating and managing the proposed RD&D project.>

<Address each of the following areas:

- Describe the Project Manager's capabilities in managing the proposed project. Include information on past experience in managing large, successful research projects, as well as working with the types of members on the project team.*
- Describe the process the Project Manager will take to effectively manage the proposed project to achieve project goals, including ensuring the development of quality products within the allocated budget and schedule.*
- Describe how the Project Manager will coordinate team communications.*
- Describe how the Project Manager will monitor progress and develop recommendations for adjusting the project.*
- Describe how the Project Manager will coordinate the reporting of information to the Commission's Contract Manager, the PAC if formed, relevant business partners, and the broader science and research community.*
- Describe how the Project Manager will facilitate the efforts of the PAC if formed to improve both the quality of the proposed project and the market adoption of the results.>*

Project Team

<Describe the capabilities and experience of the proposed project team.

- Identify the primary person responsible for each task in the project. Also identify key personnel of the Contractor and subcontractors. Explain how the project team encompasses all of the participants in terms of each participant's responsibilities, skill, qualifications, experience, and specific product/outcomes for the successful research, development and demonstration of proposed technology.*
- Provide an organization chart for the proposed project and provide resumes for each member of the project team.*
- Describe the capabilities and experience of the team members to conduct the technical work proposed in each task of the project, administer the RD&D process, control costs, maintain project schedule, and move the products into the marketplace.*
- Identify all of the partners who will be instrumental in implementing the project.*
- Describe how the team will participate in project management and how the Project Manager will be supported. Describe how project tracking, team communication, and budget management will be implemented.>*

<All key organizations required for successful development and demonstration, including but not limited to manufacturers, energy services providers, financing sources, local permitting authorities, and the local gas and electric utility, must provide contracts or signed letters outlining the nature of their contribution to the project and confirming their participation in the project. Attach in the Appendix.>

Project Funding and Match Funding

PIER Funds

<Discuss the appropriateness of the amount of PIER funding requested for the project relative to the work proposed and the anticipated public benefits to California natural gas ratepayers.>

<Describe the balance of project funds allocated to RD&D and market actions relative to the funds allocated to administrative tasks.>

Match Funds

<Discuss the amount of match funding that will be brought to this project. Discuss the ratio of match funding to PIER funding and how it reflects the ratio of private benefits to public benefits resulting from successful completion of the project.>

<Discuss the sources of match funding (Bidder, team members who will receive PIER funds, and all other partners including investors, lenders, equipment manufacturers, utilities, universities, government entities or others.) Identify whether match funding is in cash or in-kind services for each source of match funds.>

<Discuss the relationship of the match funds to the successful completion of the project. Discuss the impact of the loss of these contributions to the successful completion of the project and to the public and private benefits that are expected from the project's success. >

<Attach in the Appendix, a letter of commitment from an authorized representative of each individual, company or organization that is offering match funds. These letters of commitment must cover the entire period of the Agreement or explain why a shorter time is appropriate.>

Royalty Payment Exemption (from Attachment 1)

<Describe the reasons this project could be exempted from the royalty payment provisions required in the PIER program. The reasons must meet all of the requirements for exemption stated in the RFP.>